



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE  
GOVERNOR

EUGENE A. CONTI, JR.  
SECRETARY

January 10, 2012

MEMORANDUM TO: Ready Mixed Concrete Producers, Precast Producers, Prestress Producers, Concrete Pipe Producers, and Concrete Pavement Producers

FROM: Christopher A. Peoples, PE  
State Materials Engineer

SUBJECT: 2012 Concrete Certification Training

The Materials and Tests Unit will conduct Concrete Certification classes beginning in February and ending in November for the 2012 year. The classes offered are as follows: Concrete Field Technician, Concrete Batch Technician, Concrete Mix Design Technician, Concrete Pavement Technician, Concrete NCDOT Certification Only, and Concrete ACI Written Retest. Enclosed are course descriptions, registration forms, directions to the classroom facilities, and the 2012 school schedule.

Current Department policy requires that any technician that performs acceptance tests on, or accepts concrete for, NCDOT projects possess an active NCDOT Concrete Field Technician Certification. In addition, any person who batches concrete for a NCDOT project must be certified as a NCDOT Concrete Batch Technician. Concrete Field Tech, Batch Tech, and Mix Design Certifications are good for five years. Technicians with expired certifications will not be allowed to accept or batch concrete for a state project. All technicians involved with sampling and testing of concrete pavement must be certified as Concrete Pavement Technicians. The Concrete Pavement Certification is good for four years.

A registration fee is required to assist the Materials and Tests Unit with the cost of course materials and equipment. The nonrefundable fee (payable to: NCDOT Materials and Tests Unit) and registration form should be received at the following address at least 30 days prior to the scheduled class date:

NCDOT Materials and Tests Unit  
Attention: Walton Jones  
120 Penmarc Drive, Suite 112  
Raleigh, NC 27603

**MAILING ADDRESS:**  
NC DEPARTMENT OF TRANSPORTATION  
MATERIALS & TESTS UNIT  
1564 MAIL SERVICE CENTER  
RALEIGH NC 27699-1564

TELEPHONE: 919-715-1746  
FAX: 919-715-3715

WEBSITE: [WWW.NCDOT.ORG](http://WWW.NCDOT.ORG)

**LOCATION:**  
120 PENMARC DRIVE  
RALEIGH NC 27603

Names and addresses of students must be provided on the registration form. It is important that the registration form be filled out completely and returned to the Materials and Tests Unit. After registration, Materials and Tests' staff will enroll the students. Only enrolled students can attend the class. Upon enrollment, the class study materials will be mailed to the student's home address along with student confirmation letters and directions to the classroom site. Students enrolled in the Concrete Field Technician, Concrete Batch Technician, Concrete Mix Design, and Concrete Pavement Schools will receive a study guide. **Students must bring confirmation letter in order to be seated in the class.**

Students will be enrolled on a limited first-come first-serve basis. "Walk-ins" will not be allowed. There is a three-seat limit per school for the Field Tech Concrete School. Students must be able to lift approximately 60 pounds and be physically able to perform all field tests. Please review your needs and register your personnel promptly.

For all Concrete School classes, student substitutions must be submitted no later than one week before the class. Students substituting in all classes must have a reissued confirmation letter showing the student's name. Course descriptions and schedules are enclosed, and can also be found on our web page at the following address:

[www.ncdot.org/~mtu](http://www.ncdot.org/~mtu)

The registration form on the web site can be transmitted electronically; however, payment must be mailed along with a hard copy of the registration form to be eligible for enrollment in a class. If you have any questions concerning these matters, please contact Walton Jones at the Materials and Tests Unit's Penmarc facility in Raleigh at (919) 715-1746 or email [wijones@ncdot.gov](mailto:wijones@ncdot.gov). The fax number is (919) 715-3715.

Beginning this year, registrations can be paid by credit cards. To use the option of credit card payment, use the concrete school schedule on the Materials and Tests web site. Clicking on the location for the desired school will direct the registrant to the credit card registration form for that school. The credit card will not be billed until the registrant is confirmed a seat in the school. Credit cards accepted are Visa and MasterCard.

A Concrete School on-line training module provided by ETEC will be available on the Materials and Tests web site by January 2012. The link for the training module will be under the 2012 Training Schedule link for the Concrete School on the Materials and Tests web site at:

[www.ncdot.org/~mtu](http://www.ncdot.org/~mtu).

Additional Field Technician Concrete Schools are offered through NC State University. Please contact Roberto Nunez at (919)-515-7430 or visit their web site at the following address:

[www.ce.ncsu.edu/extension/contechtraining](http://www.ce.ncsu.edu/extension/contechtraining)

In an agreement with ACI Carolinas Chapter, Materials and Tests will administer the NCDOT component of Concrete Field Certification in the Raleigh and Charlotte Field Grade 1 Certification Schools. Registration for these schools is handled by the ACI Carolinas Chapter. For information visit the website at:

[www.aci-carolinas.org/](http://www.aci-carolinas.org/)

Enclosures